REPORT OF THE AUDIT OF THE FORMER WAYNE COUNTY SHERIFF'S SETTLEMENT - 2005 TAXES

May 31, 2006



CRIT LUALLEN AUDITOR OF PUBLIC ACCOUNTS

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EXECUTIVE SUMMARY

AUDIT EXAMINATION OF THE FORMER WAYNE COUNTY SHERIFF'S SETTLEMENT - 2005 TAXES

May 31, 2006

The Auditor of Public Accounts has completed the audit of the Sheriff's Settlement - 2005 Taxes for the former Wayne County Sheriff as of May 31, 2006. We have issued an unqualified opinion on the financial statement taken as a whole. Based upon the audit work performed, the financial statement is presented fairly in all material respects.

Financial Condition:

The former Sheriff collected taxes of \$4,529,551 for the districts for 2005 taxes, retaining commissions of \$187,615 to operate the Sheriff's office. The former Sheriff distributed taxes of \$4,338,179 to the districts for 2005 taxes. Taxes of \$22 are due to the districts from the former Sheriff and refunds of \$95 are due the former Sheriff from the taxing districts.

Report Comment:

• The Former Sheriff's Office Lacked Adequate Segregation Of Duties

Deposits:

The former Sheriff's deposits were insured and collateralized by bank securities or bonds.

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CRIT LUALLEN AUDITOR OF PUBLIC ACCOUNTS

To the People of Kentucky
Honorable Ernie Fletcher, Governor
John R. Farris, Secretary
Finance and Administration Cabinet
Honorable Gregory Rankin, Wayne County Judge/Executive
Honorable James L. Hill, Former Wayne County Sheriff
Honorable Charles L. Boston, Wayne County Sheriff
Members of the Wayne County Fiscal Court

Independent Auditor's Report

We have audited the former Wayne County Sheriff's Settlement - 2005 Taxes as of May 31, 2006. This tax settlement is the responsibility of the former Wayne County Sheriff. Our responsibility is to express an opinion on this financial statement based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, and the Audit Guide for Sheriff's Tax Settlements issued by the Auditor of Public Accounts, Commonwealth of Kentucky. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 1, the Sheriff's office prepares the financial statement on a prescribed basis of accounting that demonstrates compliance with the modified cash basis, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

In our opinion, the accompanying financial statement referred to above presents fairly, in all material respects, the former Wayne County Sheriff's taxes charged, credited, and paid as of May 31, 2006, in conformity with the modified cash basis of accounting.

In accordance with <u>Government Auditing Standards</u>, we have also issued our report dated July 12, 2007, on our consideration of the former Sheriff's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with <u>Government Auditing Standards</u> and should be considered in assessing the results of our audit.



To the People of Kentucky
Honorable Ernie Fletcher, Governor
John R. Farris, Secretary
Finance and Administration Cabinet
Honorable Gregory Rankin, Wayne County Judge/Executive
Honorable James L. Hill, Former Wayne County Sheriff
Honorable Charles L. Boston, Wayne County Sheriff
Members of the Wayne County Fiscal Court

Based on the results of our audit, we present the accompanying comment and recommendation, included herein, which discusses the following report comment:

• The Former Sheriff's Office Lacked Adequate Segregation Of Duties

Respectfully submitted,

Crit Luallen

Auditor of Public Accounts

July 12, 2007

WAYNE COUNTY JAMES L. HILL, FORMER SHERIFF SHERIFF'S SETTLEMENT - 2005 TAXES

May 31, 2006

Special

	Special							
<u>Charges</u>	Cou	inty Taxes	Taxii	ng Districts	Sc	hool Taxes	Sta	te Taxes
Real Estate	\$	506,625	\$	717,478	\$	1,930,212	\$	663,680
Tangible Personal Property		68,536		73,771		140,132		161,288
Intangible Personal Property		•		,				35,658
Increases Through Exonerations		842		949		1,671		678
Franchise Taxes		70,377		76,500		150,182		
Additional Billings		1,301		1,778		5,042		1,704
Supplemental Billings		477		661		2,088		696
Oil and Gas Property Taxes		163		223		634		214
Limestone, Sand and								
Mineral Reserves		127		173		387		166
Bank Franchises		43,479						
Penalties		3,968		5,471		14,492		5,564
Adjusted to Sheriff's Receipt		(264)		(1,217)		(1)		(340)
Gross Chargeable to Sheriff		695,631		875,787		2,244,839		869,308
Credits								
Exonerations		5,013		5,535		14,007		4,230
Discounts		9,399		11,688		30,587		13,123
Delinquents:								
Real Estate		7,792		11,226		29,516		10,207
Tangible Personal Property		421		455		870		821
Franchise Taxes		254		285		585		
Total Credits		22,879		29,189		75,565		28,381
Taxes Collected		672,752		846,598		2,169,274		840,927
Less: Commissions *		28,879		35,938		86,771		36,027
Taxes Due		643,873		810,660		2,082,503		804,900
Taxes Paid		643,401		810,060		2,080,472		804,246
Refunds (Current and Prior Year)		487		668		2,009		666
Due Districts or				**				
(Refunds Due Sheriff)			Φ.				*	
as of Completion of Fieldwork	\$	(15)		(68)	\$	22	\$	(12)

^{*} and ** See Next Page

WAYNE COUNTY JAMES L. HILL, FORMER SHERIFF SHERIFF'S SETTLEMENT - 2005 TAXES May 31, 2006 (Continued)

* Commissions:

10% on \$10,000	\$ 1,000
4.25% on \$2,333,178	\$ 99,160
4% on \$2,186,372	\$ 87,455

** Special Taxing Districts:

\$ (3)
(2)
(22)
(1)
(40)
\$

Due Districts or
(Refunds Due Sheriff)

\$ (68)

WAYNE COUNTY NOTES TO FINANCIAL STATEMENT

May 31, 2006

Note 1. Summary of Significant Accounting Policies

A. Fund Accounting

The Sheriff's office tax collection duties are limited to acting as an agent for assessed property owners and taxing districts. A fund is used to account for the collection and distribution of taxes. A fund is a separate accounting entity with a self-balancing set of accounts. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

B. Basis of Accounting

The financial statement has been prepared on a modified cash basis of accounting. Basis of accounting refers to when charges, credits, and taxes paid are reported in the settlement statement. It relates to the timing of measurements regardless of the measurement focus.

Charges are sources of revenue which are recognized in the tax period in which they become available and measurable. Credits are reductions of revenue which are recognized when there is proper authorization. Taxes paid are uses of revenue which are recognized when distributions are made to the taxing districts and others.

C. Cash and Investments

At the direction of the fiscal court, KRS 66.480 authorizes the Sheriff's office to invest in the following, including but not limited to, obligations of the United States and of its agencies and instrumentalities, obligations and contracts for future delivery or purchase of obligations backed by the full faith and credit of the United States, obligations of any corporation of the United States government, bonds or certificates of indebtedness of this state, and certificates of deposit issued by or other interest-bearing accounts of any bank or savings and loan institution which are insured by the Federal Deposit Insurance Corporation (FDIC) or which are collateralized, to the extent uninsured, by any obligation permitted by KRS 41.240(4).

Note 2. Deposits

The former Sheriff maintained deposits of public funds with depository institutions insured by the Federal Deposit Insurance Corporation (FDIC) as required by KRS 66.480(1)(d). According to KRS 41.240(4), the depository institution should pledge or provide sufficient collateral which, together with FDIC insurance, equals or exceeds the amount of public funds on deposit at all times. In order to be valid against the FDIC in the event of failure or insolvency of the depository institution, this pledge or provision of collateral should be evidenced by an agreement between the Sheriff and the depository institution, signed by both parties, that is (a) in writing, (b) approved by the board of directors of the depository institution or its loan committee, which approval must be reflected in the minutes of the board or committee, and (c) an official record of the depository institution.

WAYNE COUNTY NOTES TO FINANCIAL STATEMENT May 31, 2006 (Continued)

Note 2. Deposits (Continued)

Custodial Credit Risk - Deposits

Custodial credit risk is the risk that in the event of a depository institution failure, the Sheriff's deposits may not be returned. The former Sheriff did not have a deposit policy for custodial credit risk but rather followed the requirements of KRS 41.240(4). As of May 31, 2006, all deposits were covered by FDIC insurance or a properly executed collateral security agreement.

Note 3. Tax Collection Period

The real and personal property tax assessments were levied as of January 1, 2005. Property taxes were billed to finance governmental services for the year ended June 30, 2006. Liens are effective when the tax bills become delinquent. The collection period for these assessments was September 27, 2005 through May 31, 2006.

Note 4. Interest Income

The former Wayne County Sheriff earned \$1,512 as interest income on 2005 taxes. The former Sheriff distributed the appropriate amount to the school district as required by statute, and the remainder was used to operate the Sheriff's office.

Note 5. Sheriff's 10% Add-On Fee

The former Wayne County Sheriff collected \$23,503 of 10% add-on fees allowed by KRS 134.430(3). This amount was used to operate the Sheriff's office. As of May 31, 2006, the former Sheriff owed \$1,239 in 10% add-on fees to his fee account.

Note 6. Advertising Costs And Fees

The former Wayne County Sheriff collected \$4,595 of advertising costs and \$611 of advertising fees allowed by KRS 424.330(1) and KRS 134.440(2). The former Sheriff distributed the advertising costs to the county as required by statute except for \$1,124 owed the county at May 31, 2006, and the advertising fees were used to operate the Sheriff's office.



WAYNE COUNTY JAMES L. HILL, FORMER SHERIFF COMMENT AND RECOMMENDATION

As of May 31, 2006

INTERNAL CONTROL - REPORTABLE CONDITION AND MATERIAL WEAKNESS:

The Former Sheriff's Office Lacked Adequate Segregation Of Duties

The former Sheriff's office had a lack of segregation of duties. Due to the entity's diversity of official operations, small size, and budget restrictions the official had limited options for establishing an adequate segregation of duties. The following compensating controls could have been implemented to offset this internal control weakness:

- The former Sheriff could have periodically compared daily bank deposits with the daily checkout sheet and then compared the daily checkout sheet to the receipts ledger. Any differences could have been reconciled on paper and kept for records. He could have documented his comparisons by initialing the bank deposit, daily checkout sheet, and receipts ledger.
- The former Sheriff could have compared the monthly tax reports to receipts ledger and disbursements ledger. Any differences could have been reconciled on paper and kept for records. He could have documented his comparisons by initialing the monthly tax reports, receipts ledger, and the disbursements ledger.
- The former Sheriff could have recounted and deposited cash. He could have documented the recount by initialing the bank reconciliation and the balance in the checkbook.
- The former Sheriff could have required dual signatures on all disbursement checks

Former Sheriff's Response: We understand but this is beyond our control due to limited office staff.

PRIOR YEAR:

The Sheriff Lacks An Adequate Segregation Of Duties



REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF THE FINANCIAL STATEMENT PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS



CRIT LUALLEN AUDITOR OF PUBLIC ACCOUNTS

The Honorable Gregory Rankin, Wayne County Judge/Executive Honorable James L. Hill, Former Wayne County Sheriff Honorable Charles L. Boston, Wayne County Sheriff Members of the Wayne County Fiscal Court

> Report On Internal Control Over Financial Reporting And On Compliance And Other Matters Based On An Audit Of The Financial Statement Performed In Accordance With Government Auditing Standards

We have audited the former Wayne County Sheriff's Settlement - 2005 Taxes as of May 31, 2006, and have issued our report thereon dated July 12, 2007. The former Sheriff prepares his financial statement in accordance with a basis of accounting other than generally accepted accounting principles. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the former Wayne County Sheriff's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statement and not to provide an opinion on the internal control over financial reporting. However, we noted a certain matter involving the internal control over financial reporting and its operation that we consider to be a reportable condition. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect the entity's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statement. The reportable condition is described in the accompanying comment and recommendation.

• The Former Sheriff's Office Lacked Adequate Segregation Of Duties

A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the financial statement being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we consider the reportable condition described above to be a material weakness.



Report On Internal Control Over Financial Reporting And On Compliance And Other Matters Based On An Audit Of The Financial Statement Performed In Accordance With Government Auditing Standards (Continued)

Compliance And Other Matters

As part of obtaining reasonable assurance about whether the former Wayne County Sheriff's Settlement - 2005 Taxes as of May 31, 2006, is free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

This report is intended solely for the information and use of management and the Kentucky Governor's Office for Local Development and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully submitted,

Crit Luallen

Auditor of Public Accounts

July 12, 2007